

**SCOPE:** The Veterans Affairs Healthcare Systems (VAHCS) Pharmacy residency program requires accreditation. Site visit and accreditation are to be scheduled with the facility. There are no additional charges for the visits as it is included in the annual fee.

The following tasks will be provided by the contractor:

- Endorsement and certification of the pharmacy residency programs at the following VA facilities listed below.  
Bay Pines VAHCS Bay Pines Florida, West Palm Beach VAHCS West Palm Beach Florida, North Florida VAHCS Gainesville Florida to include the following CBOC's, Lake City, Tallahassee and Gainesville.
- Advocacy and assistance in maintenance and growth of the residency program in a consulting function only on an as needed basis.
- Site assessment occurs every 6 years to maintain accreditation.

## **REQUIREMENTS FOR SITE SURVEYORS**

While on station, contractor will have access to or ask about resident performance and evaluations - specifically the people who are in the program that will be evaluated. The surveyors will be provided a "resident binder" which will contain a sample of their work completed during their residency training. The information contained in the binder will have no patient identifiers. The residents will meet with the surveyors and will be allowed to participate in most of the accreditation sessions over the 2 day period. Surveyors coming on station will be required to take the VA Privacy and Information Security Awareness Program and the Privacy and HIPAA Training.

## **COMPUTER EQUIPMENT**

No equipment will be purchased or brought on station. A computer software program accessed through the internet is provided (Pharm Academic). No patient information will be entered into this software.

### **• Other Pertinent Information:**

- Annual accreditation fees are assessed from the date of companies' receipt of the application for accreditation.

- Companies billing will be based on a calendar year. For example, a site whose application is received in April will be billed for 75% of the year, or if in June the site will be billed for 50% of the annual assessment fee.
- The only other assessed fee is the application fee, invoiced upon submission of the application.
  - On-site survey expenses are included in the annual assessment.
  - There are no additional fees during the year of a program's on-site survey.
- The annual assessment and application fee are subject to change annually.
- All pricing will be according to the published price listing located on the ASHP website for the pharmacy accreditation residency program.
- The referenced pricing is for support of the currently contracting programs. The addition of any programs will result in a price change.